

# Vacancy

<b>Position</b>	Technical Support Assistant
<b>Office</b>	London
<b>Apply to</b>	Dave Short or Anthony Gibson
<b>Closing Date for Applications</b>	Until Position Filled

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A vacancy has arisen for a Technical Support Assistant based in our London Office.

The position will report to either the Store or Technical Manager.

- Lift engineering knowledge or an electronics background would be preferable, however full training will be provided.
- Site visits maybe required to carry out Technical works

#### **Duties to include, but not limited to:**

- Stock/Purchasing for Technical and Service department stores
- Arranging deliveries to engineers and site covered by London and regional offices
- Handling of deliveries and stock at the London office, managing stock control
- General housekeeping of London Technical stores
- Providing parts information to Engineers and Supervisors nationally
- Working with suppliers to reduce costs
- Working with a stock database

#### **In return we can offer:**

- A competitive salary.
- Participation in the company profit sharing scheme after a qualifying period.
- Contributory Pension and Private Health Care Scheme

#### **Please apply in writing to:**

**Dave Short or Anthony Gibson**

Jackson Lift Group

Unit 3-19 Ropery Business Park

Anchor & Hope Lane

Charlton

London

SE7 7RX

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